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Undergraduate Curriculum and Academic Policy Undergraduate Curriculum and Academic Policy
Committee Minutes Committee

9-29-2011

Undergraduate Curriculum and Academic Policy Committee Minutes, September 29, October 6, and October 13, 2011.

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Undergraduate Curriculum and Academic Policy Committee

Minutes of September 29, October 6, and October 13, 2011 Meeting

Present September 29: Barbara Dunaway, Jean Edwards, Joe Law, Dennis Loranger, Richard Mercer, Karen Meyer, Bev Schieltz, Sherrill Smith, Tom Sav, Roy Vice, Nick Port, Adam Verdecchia:. Guests: Mary Holland, Todd Frantz, Mike Reynolds, Dan Kranee.

October 6: Barbara Dunaway, Jean Edwards, Joe Law, Dennis Loranger, Richard Mercer, Karen Meyer, Bev Schieltz, Sherrill Smith, Tom Sav, Roy Vice:. Guests: Todd Brittingham, Mike Reynolds.

October 13: Barbara Dunaway, Jean Edwards, Joe Law, Dennis Loranger, Richard Mercer, Karen Meyer, Bev Schieltz, Sherrill Smith, Tom Sav, Roy Vice:. Guests: Todd Frantz, Todd Brittingham, Mike Reynolds, Cathy Sayer.

Approved Minutes of September 22, 2011

UCAPC Subcommittee and Student Petitions Appointments

The committee continued to fill vacant positions where college/unit representation is still needed on subcommittees.

Subcommittees and Student Petitions

Course Inventory: Semester Conversion

Reviewed on October 6 and October 13 the following Semester courses:

(Note: Committee revisions are not reflected in the following documents. Individuals should login to the Course Inventory Workflow or visit the UCAPC Quarter to Semester Transition website to review revisions.)

Course Inventory Conversions and New Course Proposals

As agreed to by the college representatives, the committee made revisions to BIO 3800,GER 4030,NUR 3200,EES 4450,EES 4210,EES 4480,EES 4340,EES 4350,EES 4130,PHY 2460,GER 3320,GER 3610,GER 3510,CHM 2450,GEO 4900,LA 4900,HLT 3400,ART 4150,ED 4900,ED 4090,ED 4400, ED 4950,RHB 4070,RHB 4900,PHY 4470,ME 4950,CS 2200,DAN 3070,DAN 4080,DAN 1210,DAN 4070,DAN 3320,DAN 3310,DAN 3080,DAN 3050,DAN 2080,DAN 1070,DAN 1040,DAN 1080,DAN 2070,RHB 2020,BIO 3450

Course Scheduling and Timeblocks Policy

The committee reviewed

Excerpt Approved Timeblocks Policy (from Semester Standard Credit Hour, Instruction Hour, and Scheduling Timeblocks Policy, November 2, 2009)

Excerpt Approved Standard Teaching Loads (from AAUP-WSU Administration MOU on Workload, November 12, 2010)

Summary of Timeblock Proposals and Evaluations

Proposed Timeblocks (Faculty Senate President presentation as revised September 15, 2011)

and discussed classroom needs via teaching loads across colleges. It was noted that the 7:25 time in the current approved timeblocks was voluntary, being included to enhance awareness of additional instructional options (as also exist with Saturday options that are in current use). The committee decided to continue its evaluation at the next meeting. In preparation, the committee will perform additional calculations and hopes to receive needed scheduling data from the Registrar.

Other Academic Matters

Department Name Change

The committee received a report that the COSM withdrew its previous objections to the CEHS proposal for a department name change. The committee approved the following request for a department name change

Department of Health, Education, and Recreation (HPR) to Department of Kinesiology and Health (KNH)

Program Semester Degree Conversions

The committee continued to work toward completion of the semester degree conversion clarifications needed from the colleges:

Semester Degree Conversion Clarifications -- **All Colleges**

Individual Colleges

CECS
CEHS
COLA
CONH
COSM
RSCOB
LC

Todd Brittingham agreed to organize the individual college submissions and present a final single spreadsheet for the committee review.

Workflow Course Modification

The chair announced that the course inventory modification component of workflow is still being tested in Cats and will be ready for review by the committee in the near future.

Academic Course Drop Date

The committee has requested that the Petitions Committee formulate and provide for review by UCAPC a comprehensive proposal pertaining to academic course drop date under the semester calendar. The Petitions Committee is scheduled to meet on the matter on October 21.

Fall meetings and deadlines for submission as well as Senate approvals as follows:

UCAPC Meeting	UCAPC Submission Deadline (<u>No Exceptions</u>: receipt after forwards to the next meeting)	Faculty Senate Meeting New Business	Faculty Senate Meeting Old Business
Current Meetings		October 3	November 7
Fall Qtr	No later than: 12:00 noon	November 7	January 9

Tentatively: Thursdays 12:30	Nine Working Days in Advance	or January 9	or February 6
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[UCAPC HOME](#)

UNDERGRADUATE CURRICULUM & ACADEMIC POLICY

COMMITTEE

Sav, Tom; RSCOB, Chair
Dunaway, Barbara; CEHS
Mercer, Richard; COSM
Meyer, Karen; CECS
Rante, Danielle; COLA
Schieltz, Bev; COSM
Smith, Sherrill; CONH
Steinberg, Jim; LAKE
Vice, Roy; COLA
Non-voting UCAPC Members:
Edwards, Jean; UGEC(Ex-off/n-v)
Law, Joe; WACC Ex-off/n-v)
Port, Nick; Stu.Gov. (n-v)
Verdecchia, Adam; Stu. Gov. (n/v)

1) UNIV GEN Ed COMM (UGEC)

Edwards, Jean, COSM, Chair
Bullock, Richard, COLA (Writing)
Cubberly, Mark; LAKE
Diesslin, Mindy; COSM
Funderburk, Charles; COLA
Feldmeier, John; COLA (alt)
Johnson, Doris; CEHS
Reynolds, David; CECS
Ringo, Kimberly; COHN
Sprohge, Hans; RSCOB
Non Voting/ Ex-officio Members:
Carrafiello, Susan, Honors
Keller, Jeremy; Stu. Gov.
Law, Joe, WAC
Sudkamp, Thomas, Provost's Off.
; UC

2) WRIT. ACROSS THE CURR

Law, Joe; Ch, COLA, WAC
Coordinator & UGEC Rep.
Finkelstein, Leo; CECS
Hull, Barbara; COSM
Jennings, Hope; LAKE
Keister, Kathy; CONH
Kelly-Garrison, S; RSCOB
Patel, Nimisha; CEHS
Non-voting Members:
Bringhurst, David; Writing Ctr.
Bullock, Richard; Writing Prog.
Edwards, Jean; GE
Hall, Chris; ESL
Port, Nick; SG
; Stu. LAKE

3) UNDERGRADUATE ACADEMIC PROGRAM REVIEW

COMMITTEE

Davis, Stephanie; CEHS, Chair
Gruys, Melissa; RSCOB
Keister, Kathy; CONH
Liu, Meilin; CECS
; COSM
; LAKE
; COLA
; UC
Edwards, Jean; UGEC
Law, Joe; WAC
Sav, Tom; UCAPC
Sudkamp, Tom; Assoc. Prov.
Verdecchia, Adam; Stu. Gov.
TBD; One ex-off faculty liaison for each program reviewed

4) SERVICE LEARNING

Berry, Detrice; CONH
Cauley, Katherine; BSOM
Dickey, Stephanie; COLA
Duffy, Kevin; RSCOB
Jennings, Hope; LAKE
Kazimierczuk, Marian; CECS
O'Connor, Richele; CEHS
Schieltz, Bev; COSM
; SOPP
Non-voting Members:
Sayer, Cathy, Chair; Serv. Lrn.
Carrafiello, Susan ; Honors
Edwards, Jean; GE
Crawford, Galen; Stu. Gov.

5) MULTICULTURAL COMPETENCE

Brun, Carl; Chair, COLA
Chi, Jinsob; CEHS
Durr, Marlese, COLA
Hopkins, Barbara; RSCOB
Lee, Yi-Hui; CONH
Lieh, Junghsen; CECS
Schultz, Michelle; SOPP
Seoh, Munsup; COSM
White, Bryan; BSOM
; LAKE
Edwards, Jean; UGEC
Vernooy, Jeff; UDAC
Tshimanyika, Mark, Stu. Gov.
; UC

STUDENT PETITIONS

EC requests UCAPC appt.

Kollman, Kathleen, Chair; COLA; COLA Alt.
Ilagan, Perla; CONH
Ribak, Judy, CONH Alt.
Hartwell, Carolyn; RSCOB
Bright, David; RSCOB Alt.
Lyon, Anna; CEHS
; CEHS Alt.
Howes, Joyce; COSM
; COSM Alt.
Milner, Shamon; Univ. Col.
; UC Alt.
Vandegrift, Guy; LAKE
; LAKE Alt.
Wischgoll, Thomas; CECS
; CECS Alt.
Reed, Paul; Stu. Gov.
Beck, Zack; Stu. Gov.
Non-voting Members:
Drake, Natasha; Registrar Rep.
Solomon, Sol; Registrar Rep.

Monday, October 17, 2011

WSU Standard Quarter Calendar Course Scheduling Timeblocks Effective Fall 2003		
Monday Wednesday Friday	Tuesday Thursday	Evenings
8:30 – 9:20/9:35	8:30 – 9:45/10:10	Two Evenings per Week
9:45 -10:35/10:50	10:25 -11:40/12:05	4:10 –5:25/5:50
11:00 -11:50/12:05	12:20 -1:35/2:00	6:05 – 7:20/7:45
12:15 - 1:05/1:20	2:15 - 3:30/3:55	8:00 – 9:15/9:40
1:30 - 2:20/2:35		One Evening per Week
2:45 - 3:35/3:50		4:10 – 6:50
		7:10 – 9:50

WSU Standard Semester Calendar Course Scheduling Timeblocks Effective Fall 2012		
Monday Wednesday Friday	Tuesday Thursday	Evenings
7:25 – 8:20	8:30 - 9:50	Two Evenings per Week
8:30 - 9:25	10:00 - 11:20	4:10 - 5:30
9:35 -10:30	11:30 - 12:50	5:40 - 7:00
10:40 -11:35	1:00 - 2:20	7:10 – 8:30
11:45 - 12:40	2:30 – 3:50	8:40 – 10:00
12:50 - 1:45		
1:55 - 2:50		One Evening per Week
3:00 - 3:55		4:10 – 6:50
		5:40 – 8:20
		7:10 – 9:50

Approved:
Undergraduate Curriculum and Academic Policy Committee __ September 29, 2009 __
Faculty Senate __ November 2, 2009 __

The “standard” teaching load for each college is based on a “norm” that includes a defined number of 3 or 4 credit hour classes (units in CoNH) plus additional teaching duties that are routinely performed by faculty in that college, similar to examples provided below. The “standard” teaching “norm” for each college is as follows:

RSCOB	5 classes per year (at least 3 credit hours each) plus participation in routine curricular, assessment, and student mentoring activities
CECS	4 classes per year (3-4 credit hours each) In addition, CECS faculty are expected to engage in a variety of teaching activities such as undergraduate project advising (senior design teams, design competition teams, undergraduate honors theses, etc.), M.S. thesis advising, Ph.D. dissertation advising.
CEHS	5 classes per year (at least 3 credit hours each) In addition faculty are expected to successfully complete one or more of the following on an annual and ongoing basis: advising graduate students; directing theses; supervising student teaching, interns/practicum students; preparing accreditation reports; coordinating partnerships with schools/districts, clinical placements, programs; developing curricula; assessing student outcomes; and other duties necessary for the operation of nationally accredited degree programs in CEHS.
LAKE	6 courses per year (at least 3 credit hours each) for non-lab-science faculty; 5 courses per year (4 hour courses) for lab-science faculty; plus (for all faculty) routine curricular, assessment, and student mentoring activities.
COLA	5 classes per year (at least 3 credit hours each); the equivalent in Theatre, Dance and Motion Pictures and in Music (40 units per year in Music). In addition, faculty are expected to advise departmental and interdisciplinary majors and students enrolled in classes. Faculty in performing arts are expected to prepare for and in some cases participate in performances.
CONH	20 units per year (maximum of 3 courses per semester) plus participation in routine curricular, assessment, and student mentoring activities
COSM	4 classes per year or the equivalent, for faculty in comprehensive departments; coordinated teaching roles for faculty in matrix departments, reasonably consistent with past practice. Substantial student research supervision or responsibility for course labs involving substantial faculty preparation may count towards the number of courses taught by faculty in comprehensive departments. In addition faculty are expected to successfully perform customary additional teaching duties.

A teaching assignment differing from the standard teaching loads described above may be regarded as equivalent to those standard teaching loads if the different assignment –

- is due to curricular or scheduling decisions with which the affected faculty members in a department or program have collectively agreed, or
- entails class sizes significantly smaller or larger than those of other faculty in the faculty member’s department, or
- is due to significant variations from the normal additional duties in a department or college.

Faculty Senate

*From: Semester Transition
Semester Team
Sudkamp, chair
Howard, chair*

Approved: Faculty Senate, November 2, 2009

Monday Wednesday Friday
7:25 – 8:20
8:30 – 9:25
9:35 – 10:30
10:40 – 11:35
11:45 – 12:40
12:50 – 1:45
1:55 – 2:50
3:00 – 3:55

Tuesday Thursday
8:30 – 9:50
10:00 – 11:20
11:30 – 12:50
1:00 – 2:20
2:30 – 3:50

Two Evenings per Week
4:10 – 5:30
5:40 – 7:00
7:10 – 8:30
8:40 – 10:00

One Evening per Week
4:10 – 6:50
5:40 – 8:20
7:10 – 9:50

Faculty Senate

*Submitted to
Semester
Transition
Team*

WSU Standard Timeblocks Effective Fall 2012 Draft of CoLA Proposal

Monday Wednesday Friday
7:55 - 8:50
9:00 - 9:55
10:05 - 11:00
11:10 - 12:05
12:15 - 1:10
1:20 - 3:15
3:25 - 4:20

Tuesday Thursday
7:30 - 8:50
9:00 - 10:20
10:30 - 11:50
12:00 - 1:20
1:30 - 2:50
3:00 - 4:20

Two Evenings per Week
4:30 - 5:50
6:00 - 7:20
7:30 - 8:50
9:00 - 10:20

One Evening per Week
4:30 - 7:10
7:30 - 10:10



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Faculty Senate

WSU Standard Timeblocks Effective Fall 2012

Monday Wednesday Friday
8:00 - 8:55
9:05 - 10:00
10:10 - 11:05
11:15 - 12:10
12:20 - 1:15
1:25 - 2:20
2:30 - 3:25
3:35 - 4:30

Tuesday Thursday
9:00 - 10:20
10:30 - 11:50
12:00 - 1:20
1:30 - 2:50
3:00 - 4:20

Two Evenings per Week
4:40 - 6:00
6:10 - 7:30

One Evening per Week
6:10 - 8:50

CECS
Submitted to
Semester
Trans. Form
Team



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Faculty Senate

May 2011 Proposal

Official Time-Block Additions

Saturday

9:00 a.m. – 11:40 a.m.

1:00 p.m. – 3:40 p.m.

*Provost Office
Proposal
for
adding
official
time blocks*

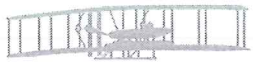


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Faculty Senate

*Provost's Office
Proposal for
changing
Time blocks
to these*

August 2011 Proposal	
MWF	T TH
8:00 – 8:55	7:30 – 8:50
9:05 – 10:00	9:00 – 10:20
10:10 – 11:05	10:30 – 11:50
11:15 – 12:10	12:00 – 1:20
12:20 – 1:15	1:30 – 2:50
1:25 – 2:20	3:00 – 4:20
2:30 – 3:25	4:40 – 6:00
3:35 – 4:30	6:10 – 7:30
4:40 – 6:00	7:40 – 9:00
6:10 – 7:30	
7:40 – 9:00	



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Faculty Senate

Current WTR System

WSU Standard Quarter Calendar Course Scheduling Time-Blocks Effective Fall 2003

Monday Wednesday Friday	Tuesday Thursday	Evenings
8:30 – 9:20/9:35	8:30 – 9:45/10:10	Two Evenings per Week
9:45 -10:35/10:50	10:25 -11:40/12:05	4:10 –5:25/5:50
11:00 -11:50/12:05	12:20 -1:35/2:00	6:05 – 7:20/7:45
12:15 - 1:05/1:20	2:15 - 3:30/3:55	8:00 – 9:15/9:40
1:30 - 2:20/2:35		One Evening per Week
2:45 - 3:35/3:50		4:10 – 6:50
		7:10 – 9:50

6 MWF Time-Blocks

4 T-TH Time-Blocks

One Evening

4:10-5:50

6:05-9:25

Day Start 8:30 Everyday

Evening Start 4:10 Everyday

Faculty Senate

Proposed Current Time-Blocks
Keeping Starts at 8:30 M-F and 4:10 M-F

Monday Wednesday Friday	Tuesday Thursday	Evenings
8:30 - 9:25	8:30 - 9:50	Two Evenings per Week
9:35 - 1:30	10:00 - 11:20	4:10 - 5:30
10:40 - 11:35	11:30 - 12:50	5:40 - 7:00
11:45 - 12:40	1:00 - 2:20	7:10 - 8:30
12:50 - 1:45	2:30 - 3:50	8:40 - 10:00
1:55 - 2:50		
3:00 - 3:55		One Evening per Week
		4:10 - 6:50
		5:40 - 8:20
		7:10 - 9:50

7 MWF Time-Blocks

5 T-TH Time-Blocks

One Evening
4:10-5:30 or 4:30-5:50
5:40-8:20 or 6:00-8:40

Day Start 8:30 Everyday

Evening Start 4:10 Everyday

Faculty Senate Meeting

MWF Time-Blocks

6 Current
7 Proposed

16.67% Increase

T TH Time-Blocks

4 Current
5 Proposed

25% Increase

Total Time-Blocks

10 Current
12 Proposed

20% Increase

in time blocks
are provided
in the Fall 2012
(w/ than any
7:25 timeblock)

Faculty Senate

Contract Agreement

AAUP-WSU Standard Teaching Loads BUFMs

College	Current	Semester	Needed Time-Blocks
COLA	3-2-2	3-2	7.1% Increase
CEHS	3-3-2	3-2	6.3% Decrease
RSCOB	2-2-2	3-2	20% Increase
CECS	2-2	2-2	0%
CONH	30 units	20 units	0%
COSM	2-2-2	2-2	0%

Standard Teaching Loads NBUFMs

NBUFMs Teaching Loads	3-3	3-4 or 4-4	16.67% or 33% Increase
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Still not decided by the Admin

Faculty Senate

BUFM and NBUFM Faculty		
College	BUFMs	NBUFMs
COLA	135	27
CEHS	34	7
RSCOB	49	10
CECS	56	11
CONH	22	4
COSM	128	26
Total	424	85

#'s provided
by AAUP

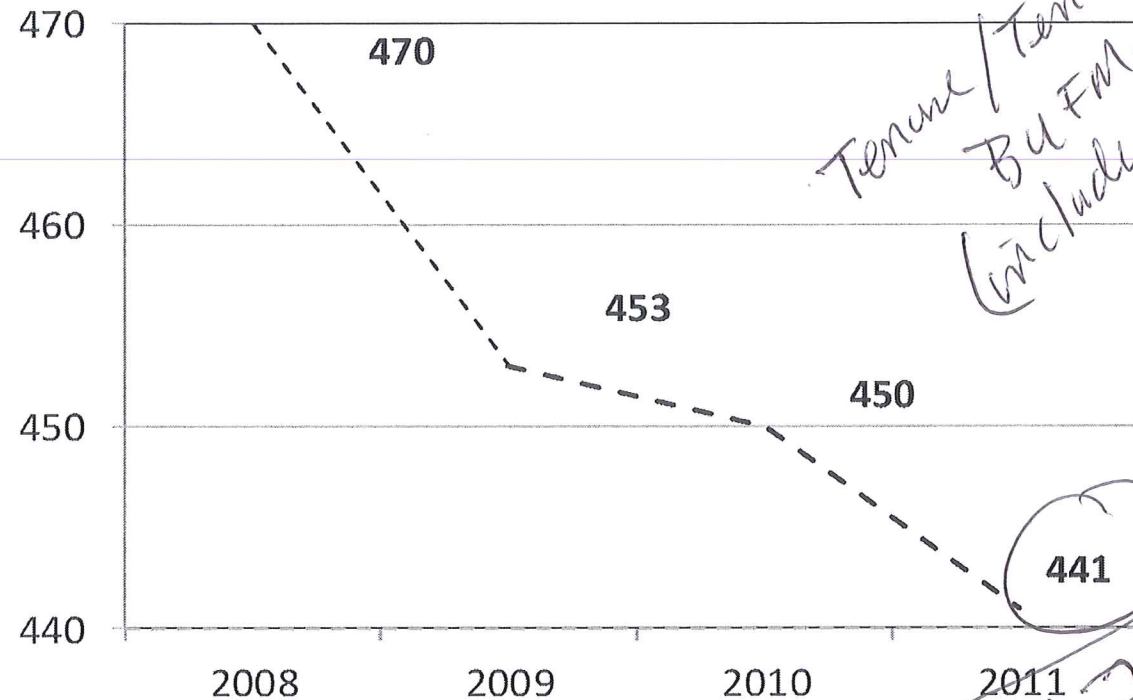
X 20%
assumption



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Faculty Senate

Bargaining Unit Faculty



*Tenure / Tenure Track Faculty
BU FMs
(includes Lake Campus)*

*424 without
Lake Campus*

Faculty Senate

Percent Change Needed Time-Blocks		
College	Low	High
COLA	8.7%	11.5%
CEHS	-2.5%	0.3%
RSCOB	19.4%	22.2%
CECS	2.8%	5.6%
CONH	2.8%	5.6%
COSM	2.8%	5.6%
Total	6.2%	8.9%

*Needed
Time blocks
for Semesters*



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Faculty Senate

Time-Blocks Needed	
Low	High
6.2% More	8.9% More

needed

VS.

Additional Time-Blocks Provided		
MWF	TTH	Total
16.67% More	25% More	20% More

*without 7:25 This is
Provided*

*thus, at
least 10%
over*

Faculty Senate

WSU Standard Semester Calendar Course Scheduling Timeblocks Effective Fall 2012
Starting at 8:30 a.m. and 4:10 p.m.

Monday Wednesday Friday	Tuesday Thursday	Evenings
8:30 - 9:25	8:30 - 9:50	Two Evenings per Week
9:35 - 10:30	10:00 - 11:20	4:10 - 5:30
10:40 - 11:35	11:30 - 12:50	5:40 - 7:00
11:45 - 12:40	1:00 - 2:20	7:10 - 8:30
12:50 - 1:45	2:30 - 3:50	8:40 - 10:00
1:55 - 2:50		
3:00 - 3:55		One Evening per Week
		4:10 - 6:50
		5:40 - 8:20
		7:10 - 9:50

*without 7:25-7:40 block
but will
not
be
approved
by
Adm.*

Alternative

Monday Wednesday Friday	Tuesday Thursday	MWF
8:00-8:55	8:00-9:20	4:40 - 6:00
9:05 - 10:00	9:30 - 10:50	6:10 - 7:30
10:10 - 11:05	11:00 - 12:20	7:40 - 9:00
11:15 - 12:10	12:30 - 1:50	T TH
12:20 - 1:15	2:00 - 3:20	5:00 - 6:20
1:25 - 2:20	3:30 - 4:50	6:30 - 7:50
2:30 - 3:25		8:00 - 9:20
3:35 - 4:30		

*Alternative
Proposal's
Proposal*

MWF Time Blocks

Approved MWF time blocks	Alternative MWF time blocks
7:25 – 8:20	8:00 – 8:55
8:30 – 9:25	9:05 – 10:00
9:35 – 10:30	10:10 – 11:05
10:40 – 11:35	11:15 – 12:10
11:45 – 12:40	12:20 – 1:15
12:50 – 1:45	1:25 – 2:20
1:55 – 2:50	2:30 – 3:25
3:00 – 3:55	3:35 – 4:30
4:10 – 5:30	4:40 – 6:00
5:40 – 7:00	6:10 – 7:30
7:10 – 8:30	7:40 – 9:00
8:40 – 10:00	

TTh Time Blocks

Approved TTh time blocks	Alternative TTh time blocks
8:30 – 9:50	8:00 – 9:20
10:00 – 11:20	9:30 – 10:50
11:30 – 12:50	11:00 – 12:20
1:00 – 2:20	12:30 – 1:50
2:30 – 3:50	2:00 – 3:20
4:10 – 5:30	3:30 – 4:50
5:40 – 7:00	5:00 – 6:20
7:10 – 8:30	6:30 – 7:50
8:40 – 10:00	8:00 – 9:20